

## ROUTING AND RECORD SHEET

SUBJECT

Child Day Care Center

FROM:

EXTENSION

NO.

DDA 85-1768

STAT

Harry E. Fitzwater  
Deputy Director for Administration

DATE

20 May 1985

TO: (Officer designation, room number, and building)

DATE

RECEIVED

FORWARDED

OFFICER'S  
INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

D/OLL

2.

3.

Executive Director

4.

5.

Deputy Director of  
Central Intelligence

6.

7.

Director of Central  
Intelligence

8.

9.

DDA

10.

11.

12.

13.

14.

15.

These letters have been  
coordinated with the Comptroller.

DCI,

Danny Childs and I  
have met with Staff  
Personnel from both  
SSCI and HPSCI. They  
suggested that we  
send a letter to each  
of the committees  
notifying them of our  
plan. They do not  
see any problem with  
the proposal and believe  
we will receive support.

DCI  
EXEC  
REG

Central Intelligence Agency



Washington, D.C. 20505

24 MAY 1985

The Honorable David Durenberger  
Chairman  
Senate Select Committee on Intelligence  
United States Senate  
Washington, D.C. 20510

Dear Mr. Chairman:

This is to advise you that the Central Intelligence Agency is planning to provide a Child Day Care Center at the Headquarters facility, Langley, Virginia. The construction of a Center, located on the compound, is in response to a significant increase in the number of Agency working parents, including many single parents, with pre-school children. These individuals are experiencing increasing difficulty finding reliable child care at reasonable cost that does not further increase their long commute times. Most of these people are young and lower graded who are forced, for financial reasons, to live long distances from the Agency.

The concerns of our people and the requirement for a Center located on the Headquarters Compound were strongly expressed by a recent Needs Assessment Survey conducted at the Agency. As you are aware, there is a growing consensus in both government and the private sector that a quality child care center at the worksite not only improves morale but can be effective in solving problems of personnel recruitment, retention and absenteeism.

We do not have an architect and engineering plan completed at this time, but have been delegated authority by the National Capital Planning Commission (NCPC) to build a building not to exceed 10,000 square feet. The estimated cost is \$50.00 per square foot. We are proposing to make this addition a part of our overall upgrading and construction program for the Headquarters compound. The funds proposed for this construction will be realigned from within the new construction appropriation. This may require some minor adjustments in the construction program, but we strongly believe the benefits to be derived from this initiative fully warrant any adjustments that may be required.

The Honorable David Durenberger

The Center will be a non-profit child development facility which will meet the licensing requirements of the State of Virginia. It will be operated as a parent corporation and governed by an elected Board of Directors. It will provide care to children ages three months to four years at time of enrollment. We plan to accommodate approximately 100 children with applications considered on a first-come basis without regard to race, color, creed or national origin. The curriculum philosophy will be developmental and the Center will operate Monday through Friday during Agency normal working hours.

We have contracted for the services of an experienced Child Care Consultant who will provide guidance through the conceptualization, design, and implementation of a Center that is responsive to the need of families that directly serve the Central Intelligence Agency.

We plan to initiate action on this proposal within the next 30 days unless the Committee has objections.

Sincerely,

/s/ William J. Casey

William J. Casey  
Director of Central Intelligence

DDA/HEFitzwater:rj (20 May 85)

Distribution:

Orig - Addressee

- 1 - ER
- 1 - Comptroller
- 1 - DDA Subject
- 1 - DDA Chrono
- 1 - HEF Chrono
- 2 - D/OP
- 1 - D/OLL

Executive Registry

85-

2115

Central Intelligence Agency



Washington, D.C. 20505

24 MAY 1985

The Honorable Lee H. Hamilton  
Chairman  
Permanent Select Committee on Intelligence  
U.S. House of Representatives  
Washington, D.C. 20515

Dear Mr. Chairman:

This is to advise you that the Central Intelligence Agency is planning to provide a Child Day Care Center at the Headquarters facility, Langley, Virginia. The construction of a Center, located on the compound, is in response to a significant increase in the number of Agency working parents, including many single parents, with pre-school children. These individuals are experiencing increasing difficulty finding reliable child care at reasonable cost that does not further increase their long commute times. Most of these people are young and lower graded who are forced, for financial reasons, to live long distances from the Agency.

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The Honorable Lee H. Hamilton

The Center will be a non-profit child development facility which will meet the licensing requirements of the State of Virginia. It will be operated as a parent corporation and governed by an elected Board of Directors. It will provide care to children ages three months to four years at time of enrollment. We plan to accommodate approximately 100 children with applications considered on a first-come basis without regard to race, color, creed or national origin. The curriculum philosophy will be developmental and the Center will operate Monday through Friday during Agency normal working hours.

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Director of Central Intelligence

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Executive Registry

85-

2115/1

Central Intelligence Agency



Washington, D.C. 20505

24 MAY 1985

The Honorable Ted Stevens  
Chairman  
Subcommittee on Defense  
Committee on Appropriations  
United States Senate  
Washington, D.C. 20510

Dear Mr. Chairman:

This is to advise you that the Central Intelligence Agency is planning to provide a Child Day Care Center at the Headquarters facility, Langley, Virginia. The construction of a Center, located on the compound, is in response to a significant increase in the number of Agency working parents, including many single parents, with pre-school children. These individuals are experiencing increasing difficulty finding reliable child care at reasonable cost that does not further increase their long commute times. Most of these people are young and lower graded who are forced, for financial reasons, to live long distances from the Agency.

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**The Honorable Ted Stevens**

The Center will be a non-profit child development facility which will meet the licensing requirements of the State of Virginia. It will be operated as a parent corporation and governed by an elected Board of Directors. It will provide care to children ages three months to four years at time of enrollment. We plan to accommodate approximately 100 children with applications considered on a first-come basis without regard to race, color, creed or national origin. The curriculum philosophy will be developmental and the Center will operate Monday through Friday during Agency normal working hours.

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DDA 85-1768

Central Intelligence Agency



Washington, D.C. 20505

85-

2115/2

24 MAY 1985

The Honorable Joseph P. Addabbo  
Chairman  
Subcommittee on Defense  
Committee on Appropriations  
U.S. House of Representatives  
Washington, D.C. 20515

Dear Mr. Chairman:

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The Honorable Joseph P. Addabbo

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